

ZB# 06-06

Hoffman-Walker

58-1-22

ZONING BOARD OF APPEALS
TOWN OF NEW WINDSOR
555 UNION AVENUE
NEW WINDSOR, N.Y. 12553

April 10, 2006 - Granted

HOFFMAN-WALKER (for Craig Philipp)
3 PARK RD (58-1-22) AREA

06-06

NEW WINDSOR ZONING BOARD OF APPEALS

SBL: 58-1-22

In the Matter of the Application of

WILLIAM WALKER (for Craig Filippini)

**MEMORANDUM OF
DECISION GRANTING**

AREA

CASE # (06-06)

WHEREAS, WILLIAM WALKER represented the , owner(s) of 3 Park Road, New Windsor, New York, 12553, has made application before the Zoning Board of Appeals for a/an Request for 2 ft. Rear Yard Setback for existing rear deck at 3 Park Road in an R-4 Zone (58-1-22)

WHEREAS, a public hearing was held on APRIL 10, 2006 before the Zoning Board of Appeals at the Town Hall, New Windsor, New York; and

WHEREAS, William Walker represented the Applicant and appeared on behalf of this Application; and

WHEREAS, there were no spectators appearing at the public hearing; and

WHEREAS, no one spoke in favor of or in opposition to the Application; and

WHEREAS, a decision was made by the Zoning Board of Appeals on the date of the public hearing granting the application; and

WHEREAS, the Zoning Board of Appeals of the Town of New Windsor sets forth the following findings in this matter here memorialized in furtherance of its previously made decision in this matter:

1. The notice of public hearing was duly sent to residents and businesses as prescribed by law and published in The Official Town Newspaper, also as required by law.
2. The Evidence presented by the Applicant showed that:
 - (a) The property is a residential property located in a neighborhood of residential properties in an R-4 zone.
 - (b) In constructing the deck, the applicant will not remove any trees or substantial vegetation.

- (d) In building the deck the applicant will not create the ponding or collection of water or divert the flow of water drainage.
- (e) Since the deck has been constructed, there have been no complaints, either formal or informal, about the deck
- (f) With the deck, the house will be similar in size and nature to other houses in the neighborhood.
- (g) The proposed or existing deck is immediately adjacent to an exit portal of the building. Without the deck, a safety issue would exist because a person exiting the premises would probable fall and sustain serious physical injury if the deck were not in place.

WHEREAS, The Zoning Board of Appeals of the Town of New Windsor makes the following conclusions of law here memorialized in furtherance of its previously made decision in this matter:

1. The requested variance(s) will not produce an undesirable change in the character of the neighborhood or create a detriment to nearby properties.
2. There is no other feasible method available to the Applicant that can produce the benefits sought.
3. The variance(s) requested is/are substantial in relation to the Town regulations but, nevertheless, are warranted.
4. The requested variance(s) will not have an adverse effect or impact on the physical or environmental conditions in the neighborhood or zoning district.
5. The difficulty the Applicant faces in conforming to the bulk regulations is/are self-created but, nevertheless, should be allowed.
6. The benefit to the Applicant, if the requested variance(s) is/are granted, outweighs the detriment to the health, safety and welfare of the neighborhood or community.
7. The requested variance(s) are/is appropriate and are/is the minimum variance(s) necessary and adequate to allow the Applicant relief from the requirements of the Zoning Local Law and at the same time preserve and protect the character of the neighborhood and the health, safety and welfare of the community.
8. The interests of justice will be served by allowing the granting of the requested area variance(s).

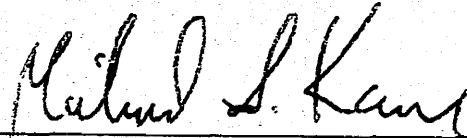
NOW, THEREFORE, BE IT

RESOLVED, that the Zoning Board of Appeals of the Town of New Windsor GRANT a request for a Request for 2 ft. Rear Yard Setback for existing rear deck at 3 Park Road in an R-4 Zone (58-1-22) as sought by the Applicant in accordance with plans filed with the Building Inspector and presented at the public hearing.

BE IT FURTHER

RESOLVED, that the Secretary of the Zoning Board of Appeals of the Town of New Windsor transmit a copy of this decision to the Town Clerk, Town Planning Board and/or Building Inspector and Applicant.

Dated: April 10, 2006

A handwritten signature in cursive script, reading "Michael S. Kane", is written over a horizontal line.

Chairman

**OFFICE OF THE BUILDING INSPECTOR
TOWN OF NEW WINDSOR
ORANGE COUNTY, NEW YORK**

NOTICE OF DISAPPROVAL OF BUILDING PERMIT APPLICATION

DATE: 1/19/06

APPLICANT: Mr. William Walker
Hoffman-Walker
P.O. Box 304
Goshen, NY 10924

COPY

PLEASE TAKE NOTICE THAT YOUR APPLICATION DATE: 1/19/06

FOR : Craig R. Filippini & Brooke Ferrer

LOCATED AT: 3 Park Rd.

ZONE: R-4 Sec/Blk/ Lot: 58-1-22

DESCRIPTION OF EXISTING SITE: SINGLE FAMILY DWELLING W/ 10x16 REAR DECK

IS DISAPPROVED ON THE FOLLOWING GROUNDS:

1. 300-10 USE/BULK TABLE R-4 ZONE, LINE 6, COLUMN G, REQUIRED REAR YARD SETBACK OF 50' EXISTING REAR DECK IS 48' FROM REAR PROPERTY LINE. A VARIANCE OF 2' IS REQUIRED.


BUILDING INSPECTOR

PERMITTED

**PROPOSED OR
AVAILABLE:**

**VARIANCE
REQUEST:**

ZONE: R-4 USE: 10x16 REAR DECK

MIN LOT AREA:

MIN LOT WIDTH:

REQ'D FRONT YD:

REQ'D SIDE YD:

REQ'D TOTAL SIDE TD:

REQ'D REAR YD:	50'	48'	2'
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REQ'D FRONTAGE:

MAX BLDG HT:

FLOOR AREA RATIO:

MIN LIVABLE AREA:

DEV COVERAGE:

cc: Z.B.A., APPLICANT, FILE, W/ ATTACHED MAP

PLEASE ALLOW FIVE TO TEN DAYS TO PROCESS

IMPORTANT

MUST CALL FOR ALL REQUIRED INSPECTIONS OF DEVIATION

Other inspections will be made in most cases but those listed below must be made or Certificate of Occupancy may be withheld. Do not mistake an unscheduled inspection for one of those listed below. Unless an inspection report is left on the job indicating approval of one of these inspections it has not been approved and it is improper to continue beyond that point in the work. Any disapproved work must be reinspected after correction.

1. When excavating is complete and footing forms are in place (before pouring.)
2. Foundation inspection. Check here for waterproofing and footing drains.
3. Inspect gravel base under concrete floors and under slab plumbing.
4. When framing, rough plumbing, rough electric and before being covered.
5. Insulation.
6. Final inspection for Certificate of Occupancy. Have on hand electrical inspection data and final certified plot plan. Building is to be completed at this time. Well water test required and engineer's certification letter for septic system required.
7. Driveway inspection must meet approval of Town Highway Superintendent. A driveway bond may be required.
8. \$50.00 charge for any site that calls for the inspection twice.
9. Call 24 hours in advance, with permit number, to schedule inspection.
10. There will be no inspections unless yellow permit card is posted.
11. Sewer permits must be obtained along with building permits for new houses.
12. Septic permit must be submitted with engineer's drawing and permit.
13. Road opening permits must be obtained from Town Clerk's office.
14. All building permits will need a Certificate of Occupancy or a Certificate of Compliance and here is no fee for this.

RECEIVED

JAN 18 2006

BUILDING DEPARTMENT

FOR OFFICE USE ONLY:
Building Permit #: 2006-32

AFFIDAVIT OF OWNERSHIP AND/OR CONTRACTOR'S COMP & LIABILITY INSURANCE CERTIFICATE IS REQUIRED BEFORE THE BUILDING PERMIT APPLICATION WILL BE ACCEPTED AND/OR ISSUED

PLEASE PRINT CLEARLY - FILL OUT ALL INFORMATION WHICH APPLIES TO YOU

Owner of Premises CRAIG + BROOK FILIPPINI

Address 3 PARK ROAD

Phone # 946-5156

Mailing Address _____

Fax # 291-7072

Name of Architect PENDERGAST + TURNER, BARRY TURNER

Address 8 TURNER ROAD, CENTRAL VAUXLEY Phone 928-3988

Name of Contractor HOFFMAN-WALKER

BEL

Address PO Box 304, GOSHEN, NY 10924 Phone 294-3487 ^{WALKER} CONTRACT

State whether applicant is owner, lessee, agent, architect, engineer or builder BUILDER / AGENT

If applicant is a corporation, signature of duly authorized officer. W. Walker
(Name and title of corporate officer)

1. On what street is property located? On the S side of Park Road
(N, S, E or W)
and 30 feet from the intersection of Live Road

2. Zone or use district in which premises are situated R-4 Is property a flood zone? Y N X

3. Tax Map Description: Section 58 Block 1 Lot 22

4. State existing use and occupancy of premises and intended use and occupancy of proposed construction.

a. Existing use and occupancy SFR b. Intended use and occupancy SFR

5. Nature of work (check if applicable) ☐ New Bldg. ☐ Addition ☐ Alteration ☐ Repair ☐ Removal ☐ Demolition ☒ Other existing DECK

6. Is this a corner lot? NO

7. Dimensions of entire new construction. Front 16 Rear 16 Depth 10 Height ✓ No. of stories ✓

8. If dwelling, number of dwelling units: _____ Number of dwelling units on each floor _____

Number of bedrooms _____ Baths _____ Totals _____ Heating Plant: Gas _____ Oil _____
Electrical hot Air _____ Hot Water _____ If Garage, number of cars _____

9. If business, commercial or mixed occupancy, specify nature and extent of each type of use _____

10. Estimated cost 2,500 Fee \$50

Ch #2161

ZONING BOARD

date

APPLICATION FOR BUILDING PERMIT
TOWN OF NEW WINDSOR, ORANGE COUNTY, NEW YORK
Pursuant to New York State Building Code and Town Ordinances

Building Inspector: Michael L. Babcock
Asst. Inspectors: Frank Liel & Louis Kryshen
New Windsor Town Hall
888 Union Avenue
New Windsor, New York 12583
(845) 883-4018
(845) 883-4088 FAX

Bldg Insp Examined _____
Fire Insp Examined _____
Approved _____
Disapproved _____
Permit No. _____

INSTRUCTIONS

- A. This application must be completely filled in by typewriter or in ink and submitted to the Building Inspector.
- B. Plot plan showing location of lot and buildings on premises, relationship to adjoining premises or public streets or areas, and giving a detailed description of layout of property must be drawn on the diagram, which is part of this application.
- C. This application must be accompanied by two complete sets of plans showing proposed construction and two complete sets of specifications. Plans and specifications shall describe the nature of the work to be performed, the materials and equipment to be used and installed and details of structural, mechanical and plumbing installations.
- D. The work covered by this application may not be commenced before the issuance of a Building Permit.
- E. Upon approval of this application, the Building Inspector will issue a Building Permit to the applicant together with approved set of plans and specifications. Such permit and approved plans and specifications shall be kept on the premises, available for inspection throughout the progress of the work.
- F. No building shall be occupied or used in whole or in part for any purpose whatever until a Certificate of Occupancy shall have been granted by the Building Inspector.

APPLICATION IS HEREBY MADE to the Building Inspector for the issuance of a Building Permit pursuant to the New York Building Construction Code Ordinances of the Town of New Windsor for the construction of buildings, additions, or alterations, or for removal or demolition or use of property as herein described. The applicant agrees to comply with all applicable laws, ordinances, regulations and certifies that he is the owner or agent of all that certain lot, place or parcel of land and/or building described in this application and if not the owner, that he has been duly and properly authorized to make this application and to assume responsibility for the owner in connection with this application.

Michael L. Babcock
(Signature of Applicant)

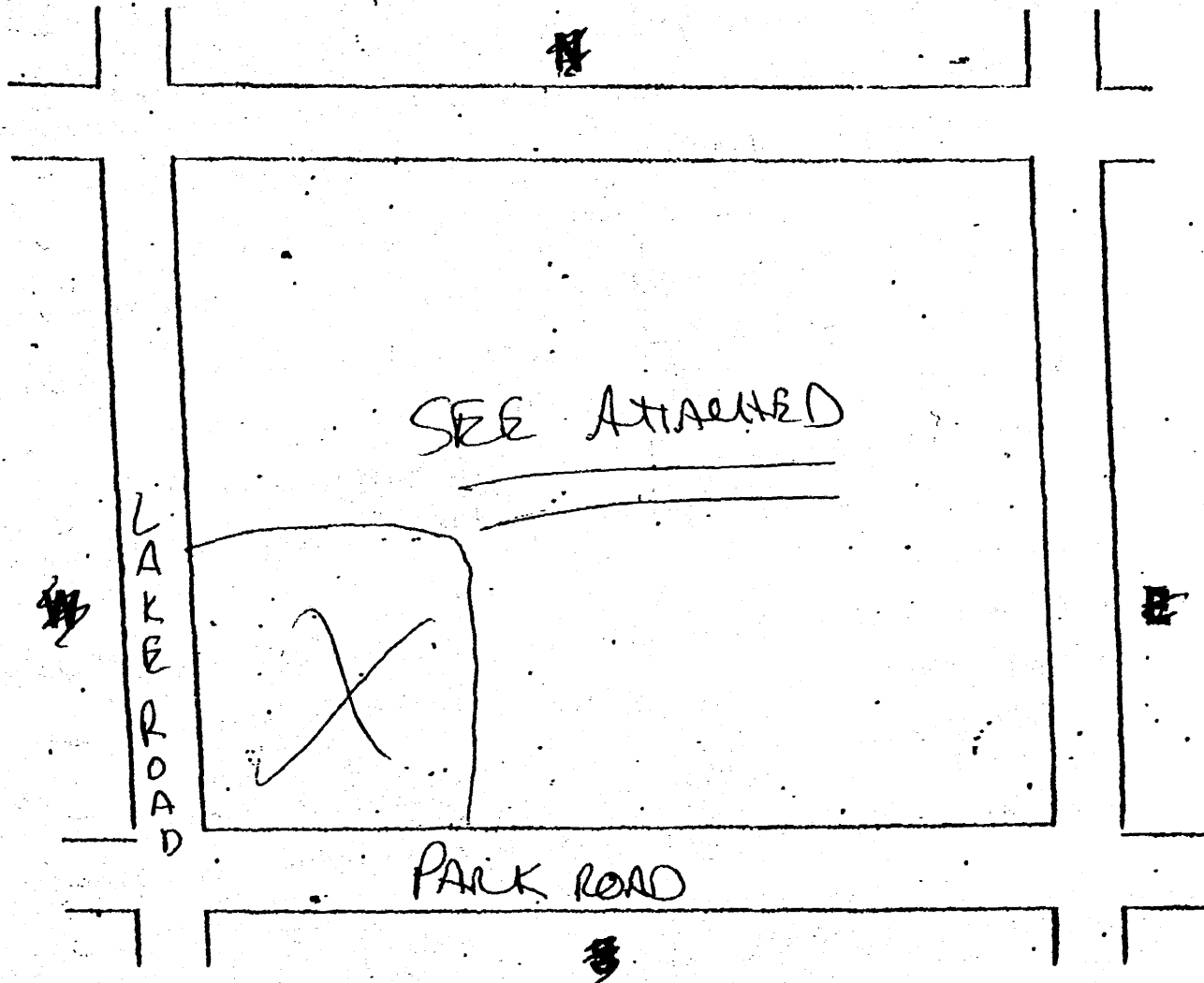
P.O. Box 304, GOSHEN, NY 10924
(Address of Applicant)

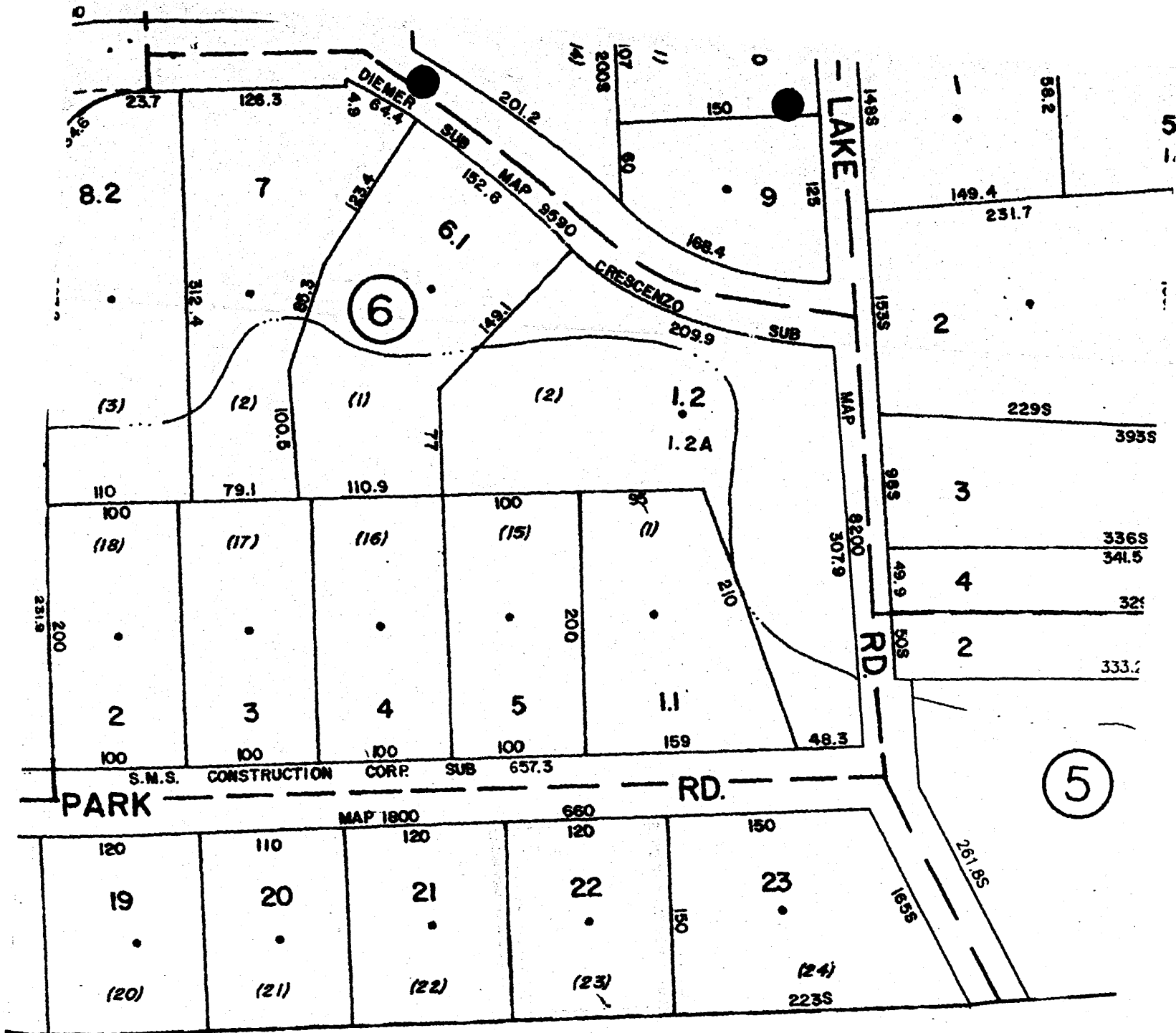
Robert R. Ruffalo
(Owner's Signature)

3 Park Road, New Windsor
(Owner's P)

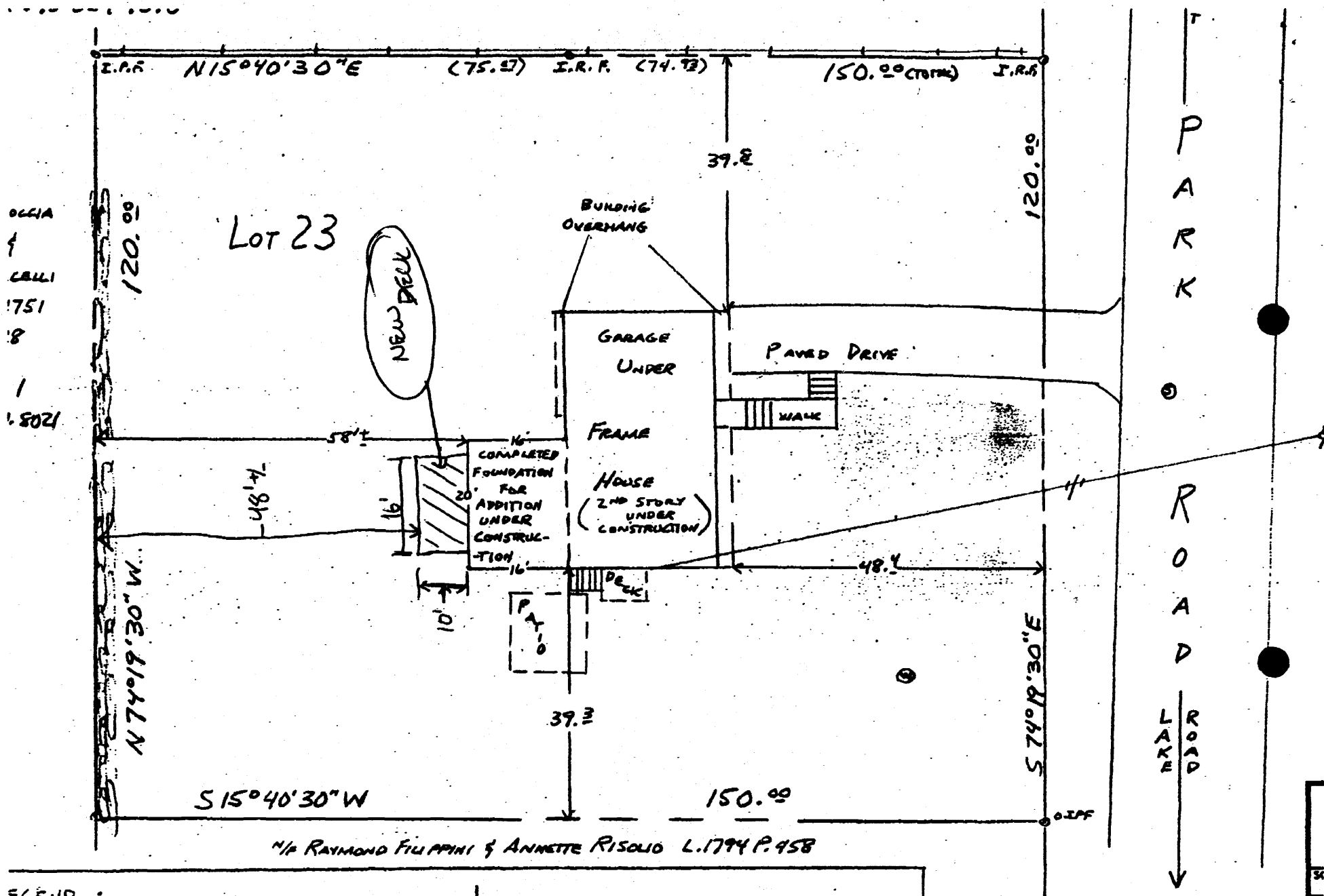
NOTE:

Locate all buildings and indicate all set back dimensions. Applicant must indicate the building line or lines clearly and distinctly on the drawings.





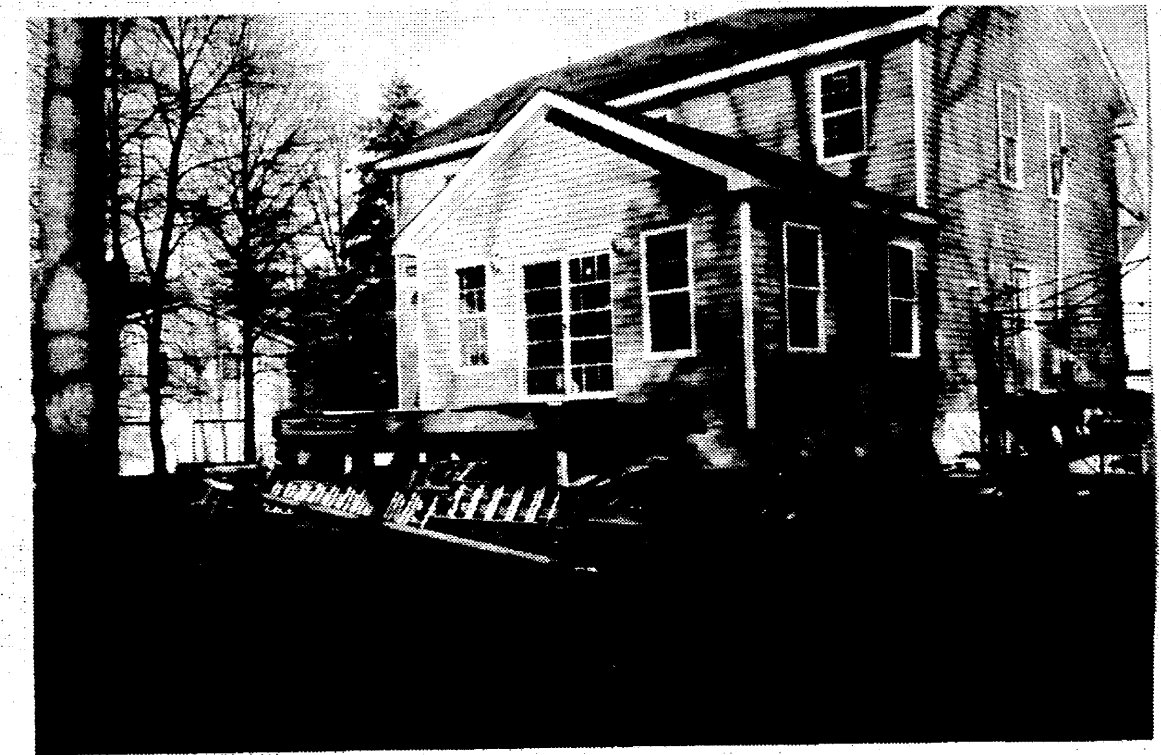
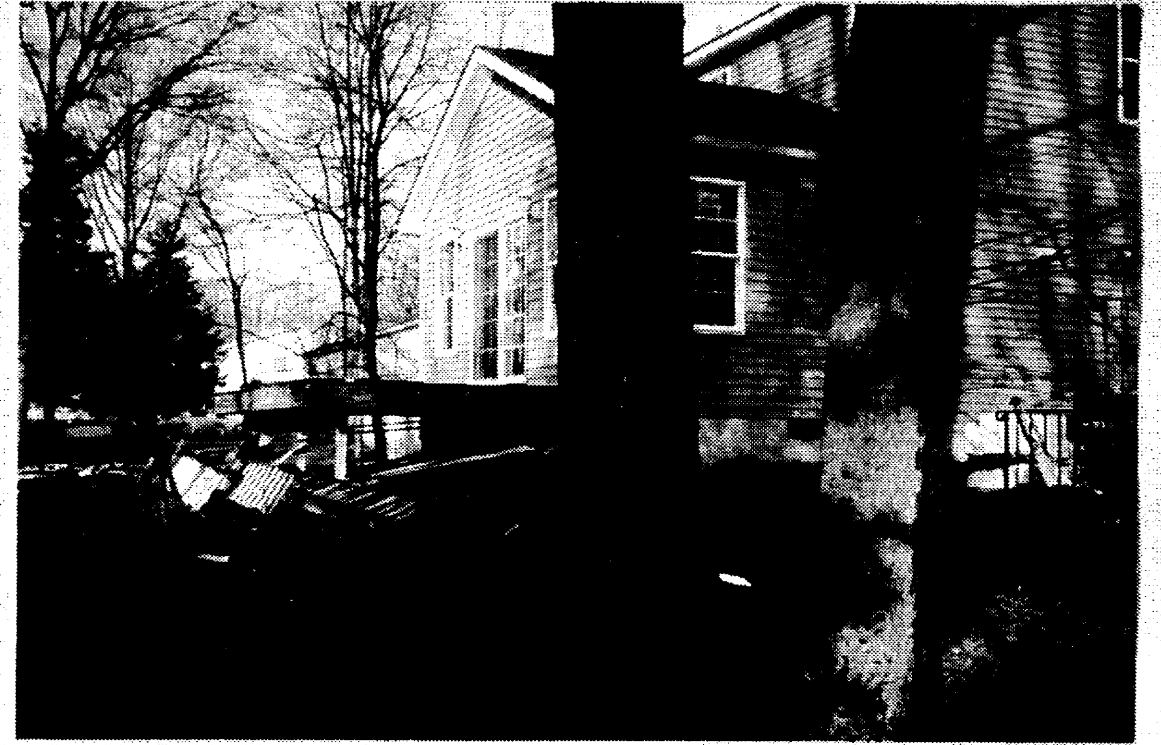
SECTION 59

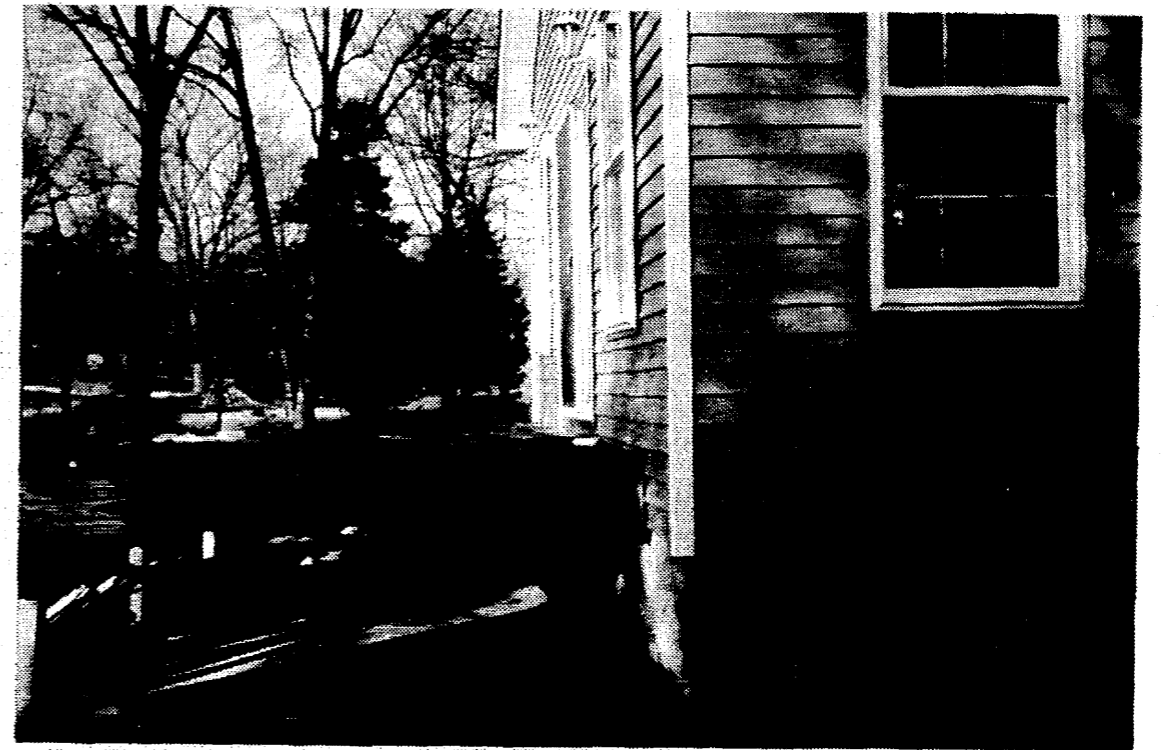
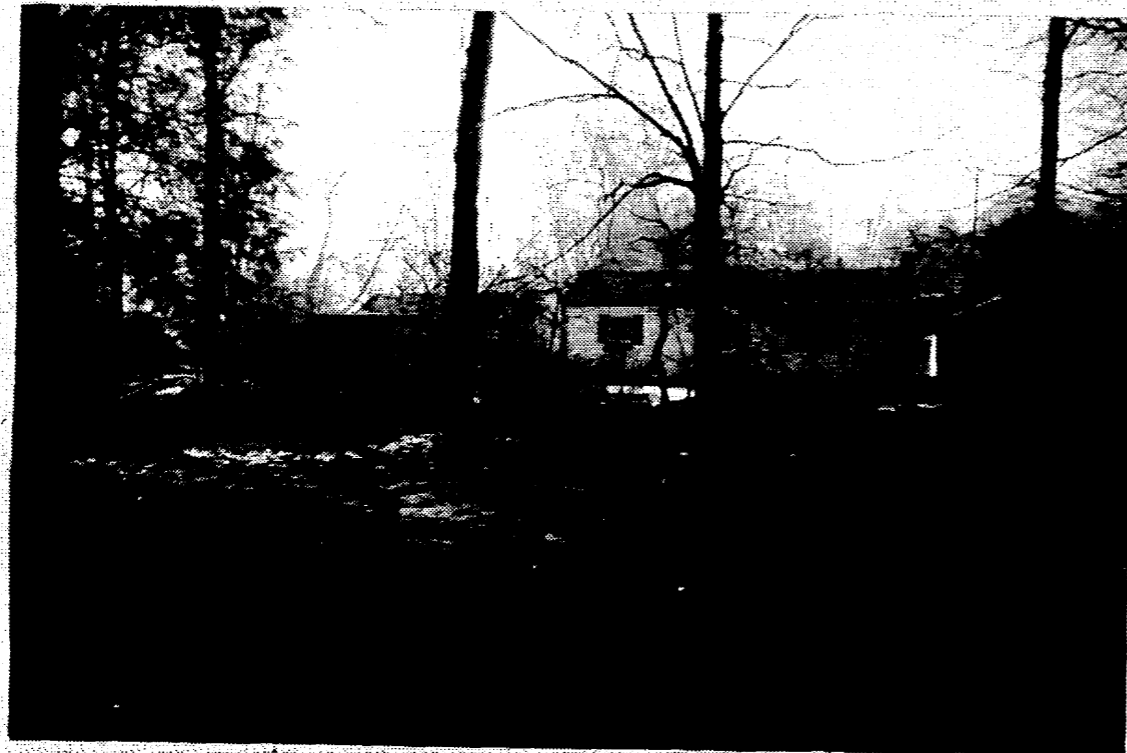


LEGEND :

- - - - - : PROPERTY BOUNDARY
 + + + + + : WIRE FENCE
 ---+--- : UTILITY WIRES

(S) : SANITARY SEWER MANHOLE
 (W) : DRILLED WELL
 I.P.F. : IRON PIPE FOUND





**TOWN OF NEW WINDSOR
ZONING BOARD OF APPEALS
OFFICE
845-563-4615**

MEMORANDUM

TO: LARRY REIS, COMPTROLLER
FROM: MYRA MASON, SECRETARY TO THE ZONING BOARD
DATE: MAY 30, 2006
SUBJECT: ESCROW REFUND

**PLEASE ISSUE A CHECK IN THE AMOUNT OF \$ 166.68 TO CLOSE OUT
ESCROW FOR:**

ZBA FILE #06-06

NAME & ADDRESS:

**HOFFMANN-WALKER, INC.
P.O. BOX 304
GOSHEN, NY 10924**

THANK YOU,

MYRA

L.R.05-31-06



TOWN OF NEW WINDSOR
ZONING BOARD OF APPEALS
RECORD OF CHARGES & PAYMENTS



FILE #06-06 TYPE: AREA TELEPHONE: 496-5156

APPLICANT:
HOFFMANN-WALKER, INC. (for Craig Filippini)
P.O. Box 304
Goshen, NY 10924

RESIDENTIAL:	\$ 50.00	CHECK #1702
COMMERCIAL	\$ 150.00	CHECK # _____
INTERPRETATION	\$ 150.00	CHECK # _____

ESCROW: RESIDENTIAL \$300.00 CHECK #1703



<u>DISBURSEMENTS:</u>	<u>MINUTES</u>	<u>ATTORNEY</u>
	<u>\$7.00 / PAGE</u>	<u>FEE</u>

PRELIMINARY:	<u>4</u>	PAGES	\$ <u>28.00</u>	\$ <u>35.00</u>
2 ND PRELIMINARY:	—	PAGES	\$ _____	\$ _____
PUBLIC HEARING:	<u>3</u>	PAGES	\$ <u>21.00</u>	\$ <u>35.00</u>
PUBLIC HEARING:	—	PAGES	\$ _____	\$ _____

LEGAL AD: \$ 14.32

TOTAL:	\$ <u>63.32</u>	\$ <u>70.00</u>
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ESCROW POSTED: \$ 300.00
LESS: DISBURSEMENTS: \$ 133.32

AMOUNT DUE: \$ _____

REFUND DUE: \$ 166.68

Cc:

L.R. 05-31-06

April 10, 2006

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WILLIAM_WALKER_(06-06)

MR. KANE: Request for 2 ft. rear yard setback for existing rear deck at 3 Park Road.

Mr. William Walker appeared before the board for this proposal.

MR. WALKER: Bill Walker for Craig Filippini and his request for a variance. I don't know if I, the way I read it, I don't know if that's actually the understanding is correct that we need a two foot, the setback is 50, we encroach two feet so he's looking for 48 feet off the property line, I just wanted to make sure.

MR. KANE: Permitted 50, proposed 48, you need two.

MR. WALKER: Correct.

MR. KANE: They're correct, so tell us again like you did in the preliminary hearing exactly what it is you want to do.

MR. WALKER: Well, what we have is the Filippinis had an addition put on the second floor and also a new family room off the back of the house and on the back of that they request me, I'm the gentleman who did the work to put a deck on the back and the size of deck they wanted was obviously two feet over the setback so--

MR. KANE: What's the actual size of the deck?

MR. WALKER: The size of the deck is 20 x 10.

MR. BABCOCK: It's 10 x 20, 10 foot out.

MR. KANE: Ten coming out towards the back so it's really not that large where you can cut two feet off

April 10, 2006

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it.

MR. WALKER: Correct.

MR. KANE: Will you be creating any water hazards or runoffs with the building of the deck?

MR. WALKER: No.

MR. KANE: Cutting down any trees, substantial vegetation?

MR. WALKER: No.

MR. KANE: Is the deck similar in size and nature to other decks that are in that neighborhood?

MR. WALKER: Very much so.

MR. LUNDSTROM: Point of information on the plot plan that you presented looks like the deck is 16 x 10, are you saying it's 20 x 10?

MR. WALKER: Correct, the initial submission was incorrect.

MR. LUNDSTROM: So it should be amended to be 20 x 10.

MR. WALKER: Right, but the depth stayed the same.

MR. KANE: At this point, I will open it up to the public, ask if anybody's here for this particular hearing? Nobody's here, nobody cares. Myra, how many mailings did we have?

MS. MASON: On March 23, I mailed out 58 envelopes and had no response.

MR. KANE: Any further questions from the board? I'll accept a motion.

April 10, 2006

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MS. LOCEY: I will offer a motion that we grant on the application of William Walker his request for two foot rear yard setback for existing rear deck at 3 Park Road in an R-4 zone.

MS. GANN: Second the motion.

ROLL CALL

MS. GANN	AYE
MR. LUNDSTROM	AYE
MS. LOCEY	AYE
MR. TORPEY	AYE
MR. KANE	AYE

February 27, 2006

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PRELIMINARY MEETINGS:

WILLIAM WALKER_ (FOR CRAIG FILIPPINI)_(06-06)

MR. KANE: Request for 2 ft. rear yard setback for existing deck at 3 Park Road in an R-4 zone.

Mr. William Walker appeared before the board for this proposal.

MR. KANE: For those of you here for the other preliminary meetings what we do in New Windsor there's two meetings, one is a preliminary, we get an idea of what you want to do, give you an idea of what we need to see to make a decision. And then you come back for a public hearing because we have to make all the decisions in a public format. This allows us to get an idea some. Towns it's cold, you walk in, you don't have the right stuff, you lose. So it's a little bit bigger, takes a little longer but it's better. Mr. Walker, just speak loud enough so this young lady over there can hear you.

MR. WALKER: Bill Walker representing Craig and Brook Filippini. We have a request before the board for a variance for, two foot variance on the rear yard setback which would, it's just for a deck, there's an existing, not an existing, we just put an addition on the back with a deck off the back, the addition was 58 feet from the property line, there's a 20 x 10 deck which now is 48 feet from the rear property line and therefore we're requesting a two foot variance.

MR. KANE: So the deck that's going up is new?

MR. WALKER: Yes.

MR. KANE: Similar in size and nature to other decks that are in your neighborhood?

February 27, 2006

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MR. WALKER: Yes.

MR. KANE: Creating any water hazards or runoffs with the building of the deck?

MR. WALKER: No.

MR. KANE: Cut down any trees or substantial vegetation?

MR. WALKER: None at all.

MR. KANE: How far back does your property go from there?

MR. WALKER: From the deck it's another 48 feet to the rear property line.

MR. KANE: It's 50 now Mike?

MR. BABCOCK: Yes, that's the new code, Mr. Chairman, it would have been 40 feet with the existing code when this house was built.

MR. KANE: Any further questions?

MR. BABCOCK: The gentlemen said that it was a 10 x 20 deck and all my paperwork says 10 x 16.

MR. WALKER: That could have been--

MR. BABCOCK: Everything says it's 10 x 20, it doesn't matter.

MR. WALKER: Yeah, it goes the entire length but it's ten feet deep.

MR. BABCOCK: That's fine, just so we have the proper measurements.

February 27, 2006

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MR. KANE: If you look on the inside it says 20 there.

MR. BABCOCK: That's the addition, I think the addition is 20.

MR. KANE: This is going across the whole addition in the back?

MR. WALKER: Correct.

MR. KANE: Just need to correct that for the formal hearing.

MR. LUNDSTROM: Just a question. What's your relationship to the owner?

MR. WALKER: I'm the builder of the addition, I did the work on their property.

MR. LUNDSTROM: Are you aware of are there any other structures in that area that may be, you know, encroaching upon the two foot variance or--

MR. WALKER: On their property?

MR. LUNDSTROM: Not theirs but a neighboring property?

MR. WALKER: Not that I'm aware of, it's pretty open in the back, even on their property, I don't even think there's a shed in the area. I know there's nothing on their property at all in the back.

MR. KANE: Any other questions? Can I have a motion to set up for a formal public hearing?

MS. GANN: I'd like to offer a motion to set up William Walker for a public hearing request for 2 foot rear yard setback for existing rear deck at 3 Park Road in an R-4 zone.

February 27, 2006

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MR. LUNDSTROM: I'll second it, Mr. Chairman.

ROLL CALL

MS. GANN	AYE
MR. LUNDSTROM	AYE
MR. TORPEY	AYE
MS. LOCEY	AYE
MR. KANE	AYE

MR. KANE: You're all set for the public hearing, just complete everything on there, get it back to Myra then we can get you scheduled. Have a good evening.



RESULTS OF Z.B.A. MEETING OF: April 10, 2006

PROJECT: William Walker (for Craig Filippini) ZBA # 06-06
P.B.# _____



USE VARIANCE: _____ NEED: EAF _____ PROXY _____

LEAD AGENCY: M) _____ S) _____ VOTE: A _____ N _____

GANN _____
LUNDSTROM _____
LOCEY _____
TORPEY _____
KANE _____ CARRIED: Y _____ N _____

PUBLIC HEARING: M) _____ S) _____ VOTE: A _____ N _____

GANN _____
LUNDSTROM _____
LOCEY _____
TORPEY _____
KANE _____ CARRIED: Y _____ N _____

NEGATIVE DEC: M) _____ S) _____ VOTE: A _____ N _____

GANN _____
LUNDSTROM _____
LOCEY _____
TORPEY _____
KANE _____ CARRIED: Y _____ N _____

APPROVED: M) _____ S) _____ VOTE: A _____ N _____

GANN _____
LUNDSTROM _____
LOCEY _____
TORPEY _____
KANE _____ CARRIED: Y _____ N _____

ALL VARIANCES - PRELIMINARY APPEARANCE:

SCHEDULE PUBLIC HEARING: M) _____ S) _____ VOTE: A _____ N _____

GANN _____
LUNDSTROM _____
LOCEY _____
TORPEY _____
KANE _____

CARRIED: Y _____ N _____

PUBLIC HEARING: STATEMENT OF MAILING READ INTO MINUTES ✓
VARIANCE APPROVED: M) LO S) 6 VOTE: A 5 NO 0.

GANN A
LUNDSTROM A
LOCEY A
TORPEY A
KANE A

CARRIED: Y ✓ N _____

Deck is 10' x 20'

No Public Comment

JENNIFER MEAD
Notary Public, State Of New York
No. 01ME6050024
Qualified In Orange County
Commission Expires 10/30/ 2006



Town of New Windsor

555 Union Avenue
New Windsor, New York 12553
Telephone: (845) 563-4615
Fax: (845) 563-4689

ZONING BOARD OF APPEALS

March 23, 2006

HOFFMANN-WALKER, INC. (for Craig Filippini)
P.O. Box 304
Goshen, NY 10924

SUBJECT: REQUEST FOR VARIANCE #06-06

Dear Mr. Walker:

This is just to let you know your Notices for Public Hearing were mailed out and the notice was also sent to The Sentinel Newspaper for publication. **PLEASE NOTE: The charge for publication in the Sentinel will be deducted from your escrow that was posted with your application papers.**

Your Public Hearing before the Zoning Board of Appeals for your requested variance at:

3 Park Road
New Windsor, NY

is scheduled for the April 10, 2006 agenda.

This meeting starts at 7:30 p.m. and is held in the Town Meeting Room at Town Hall. If you have any questions or concerns in this matter, please feel free to contact me.

Very truly yours,

Myra Mason, Secretary
Zoning Board of Appeals

MLM:mlm

PUBLIC HEARING NOTICE
ZONING BOARD OF APPEALS
TOWN OF NEW WINDSOR

PLEASE TAKE NOTICE that the Zoning Board of Appeals of the TOWN OF NEW WINDSOR, New York, will hold a Public Hearing on the following Proposition:

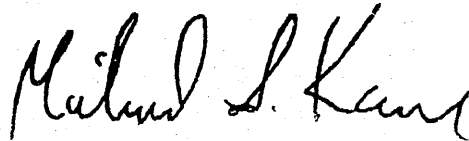
Appeal No. 06-06

Request of WILLIAM WALKER (for Craig Filippini)

for a VARIANCE of the Zoning Local Law to Permit:

Request for 2 ft. Rear Yard Setback for existing rear deck at 3 Park Road in an R-4 Zone (58-1-22)

**PUBLIC HEARING will take place on APRIL 10, 2006
at the New Windsor Town Hall, 555 Union Avenue, New Windsor, New York
beginning at 7:30 P.M.**



Michael Kane, Chairman



Town of New Windsor

555 Union Avenue
New Windsor, New York 12553
Telephone: (845) 563-4631
Fax: (845) 563-3101

Assessors Office

March 14, 2006

Craig Filippini
c/o William Walker
P.O. Box 304
Goshen, NY 10924

Re: 58-1-22 ZBA#: 06-06 (58)

Dear Mr. Walker:

According to our records, the attached list of property owners are within five hundred (500) feet of the above referenced property.

The charge for this service is \$75.00, minus your deposit of \$25.00.

Please remit the balance of \$50.00 to the Town Clerk's Office.

Sincerely,

J. Todd Wile, IAO
Sole Assessor

JTW/tmp
Attachments

CC: Myra Mason, Zoning Board

58-1-9
Michael & Lisa Hall
2 Mecca Drive
Salisbury Mills, NY 12577

58-1-19
Paul Diaz
Nilsa Alvarez Diaz
9 Park Road
Salisbury Mills, NY 12577

58-1-23
Raymond & Annette Filippini
1 Park Road
Salisbury Mills, NY 12577

58-4-2
Carol Fox
30 Surry Lane
Plainview, NY 11803

58-4-5.1
Robin & James Rashford, III
10 Beaver Brook Road
New Windsor, NY 12553

58-6-1.1
Steven & Debra Kaiser
P.O. Box 87
Salisbury Mills, NY 12577

58-6-3
Patrick & Deborah Tuohy
10 Park Road
Salisbury Mills, NY 12577

58-6-6.1
William & Doreen Diemer
5 Mecca Drive
Salisbury Mills, NY 12577

58-7-2
James & Patricia Spaulding
13 Alphonsa Court
Salisbury Mills, NY 12577

59-1-1.1
Melisa Moccia
Salvatore Circelli
30 Hillcrest Drive
Salisbury Mills, NY 12577

58-1-10
Warwick Saving Bank
c/o Mortgage Servicing
P.O. Box 591
Warwick, NY 10990

58-1-20
Brian Donohue
7 Park Road
Salisbury Mills, NY 12577

58-1-29
Philip & Clara Locascio
13 Park Road
Salisbury Mills, NY 12577

58-4-3
Bruce Blackman
Lynn Bowe-Blackman
262 Lake Road
Salisbury Mills, NY 12577

58-5-1
Daniel Koch
P.O. Box 416
Vineyard Haven, MA 02568

58-6-1.2
Alexander & Natalie Bar
P.O. Box 239
Cornwall, NY 12518

58-6-4
Albert & Linda Strohl
8 Park Road
Salisbury Mills, NY 12577

58-6-7
Jacob & Carol Krigstein
1634 Mogul Drive
Mohegan Lake, NY 10547

58-7-18
Thomas & Janet Sheehy
16 Park Road
Salisbury Mills, NY 12577

59-1-4
Emilio Rodriguez
28 Hillcrest Drive
Salisbury Mills, NY 12577

58-1-18
Frank & Maria Hanover
11 Park Road
Salisbury Mills, NY 12577

58-1-21
Sean & Amy Camo
5 Park Road
Salisbury Mills, NY 12577

58-4-1
Anthony & Susan Hilinski
2 Beaver Brook Road
New Windsor, NY 12553

58-4-4
Eric & Kristin Papula
260 Lake Road
Salisbury Mills, NY 12577

58-5-2
County of Orange DPW
FBO Beaver Dam Lake P&R Dst.
P.O. Box 509
Goshen, NY 10924

58-6-2
Thomas & Nicole Rowe
12 Park Road
Salisbury Mills, NY 12577

58-6-5
William & Maria Castellane
P.O. Box 165
Salisbury Mills, NY 12577

58-6-8.2
Rudolph & Barbara Lamarr
7 Alphonsa Court
Salisbury Mills, NY 12577

58-7-19
Richard & Karen Mastropietro
14 Park Road
Salisbury Mills, NY 12577

59-1-5
Daniel & Kathleen Burke
26 Hillcrest Drive
Salisbury Mills, NY 12577

59-1-6
Thomas & Sonia Briody
24 Hillcrest Drive
Salisbury Mills, NY 12577

59-1-10
William & Helen Adams
39 Donna Lane
Wallkill, NY 12589

59-2-2
Gary & Star Walters
6 Hillcrest Drive
Salisbury Mills, NY 12577

59-2-3.3
Thomas & Patricia Larke
221 Lake Road
Salisbury Mills, NY 12577

59-2-6.1
Doreen & Salvatore LoSauro
9 Hillcrest Drive
Salisbury Mills, NY 12577

59-2-9
Lorenza Robles
17 Hillcrest Drive
Salisbury Mills, NY 12577

59-2-13
Joseph & Sharleen Wunderlich
50 Valley Drive
Salisbury Mills, NY 12577

59-2-36
Robert & Theresa Gesten
3 Amelia Court
Salisbury Mills, NY 12577

59-6-5
Anton & Alma Kronaj
25 Hillcrest Drive
Salisbury Mills, NY 12577

59-6-8
Vincent Kiefer
8 Ridge View Road
& Kelly Ann

59-1-8
State of NY/Office of Comptroller
c/o Colin Campbell
Gov A Smith Bldg, 5th Floor
Albany, NY 12236

59-1-11
Margarete Obermeier
12 Hillcrest Drive
Salisbury Mills, NY 12577

59-2-3.1
County of Orange
F/B/O Beaver Dam Lake Protection
265 Main Street
Goshen, NY 10924

59-2-4
Andrew Lelo
5 Hillcrest Drive
Salisbury Mills, NY 12577

59-2-7
Michael LeBrecht
Cynthia Goodwin
13 Hillcrest Drive
Salisbury Mills, NY 12577

59-2-10
Antrim Associates
44 Station Road
Salisbury Mills, NY 12577

59-2-34
Cynthia Weiss
Joseph Olivo
4 Amelia Court
Salisbury Mills, NY 12577

59-6-3
James & Ann Carlone
31 Hillcrest Drive
Salisbury Mills, NY 12577

59-6-6
Kelly Ann & William Schaefer, Jr.
53 Valley View Drive
& Kelly Ann

59-1-9
Josephine & Guy Osmer
16 Hillcrest Drive
Salisbury Mills, NY 12577

59-2-1
Vito Nasta
8 Hillcrest Drive
Salisbury Mills, NY 12577

59-2-3.2
Robert Delgado, Jr.
211 Lake Road
Salisbury Mills, NY 12577

59-2-5.2
Robert Witt
7 Hillcrest Drive
Salisbury Mills, NY 12577

59-2-8
Joseph & Annette Capone
15 Hillcrest Drive
Salisbury Mills, NY 12577

59-2-12
Rita Miller
c/o Stoveland
3 Austin Court
Monroe, NY 10950

59-2-35
Timothy & Mary Tabala
6 Amelia Court
Salisbury Mills, NY 12577

59-6-4
Robert & Moira Bowers
29 Hillcrest Drive
Salisbury Mills, NY 12577

59-6-7
Kelly Shalian
6 Ridge View Road
& Kelly Ann



RESULTS OF Z.B.A. MEETING OF: February 7, 2006

PROJECT: Hoffman-Waller-for Filippini ZBA # 06-06
P.B.# _____

P.B.# _____

USE VARIANCE: **NEED: EAF** _____ **PROXY** _____

LEAD AGENCY: M) _____ S) _____ VOTE: A _____ N _____

GANN _____
LOCEY _____
TORPEY _____
KANE _____

CARRIED: Y _____ N _____

PUBLIC HEARING: M)_____ **S)**_____ **VOTE: A**____ **N**_____

GANN _____
LOCEY _____
TORPEY _____
KANE _____ CARRIED: Y_____N_____

NEGATIVE DEC: M)_____ S)_____ VOTE: A___ N___

GANN _____
LOCEY _____
TORPEY _____
KANE _____ CARRIED: Y _____ N _____

APPROVED: M)_____S)_____ VOTE: A_____N_____

GANN _____
LOCEY _____
TORPEY _____
KANE _____ CARRIED: Y _____ N _____

ALL VARIANCES - PRELIMINARY APPEARANCE:

SCHEDULE PUBLIC HEARING: M) G S) Lu VOTE: A 5 N 0

Lundsteem

GANN	A	GANN
LOCEY	A	Lundstrom
TORPEY	A	TORPEY
KANE	A	LOCEY
		KANE

CARRIED: Y ✓ N

PUBLIC HEARING: STATEMENT OF MAILING READ INTO MINUTES

VARIANCE APPROVED: M)___ S)___ VOTE: A___ N___.

LUNDSTROM

GANN _____
LOCEY _____
TORPEY _____
KANE _____

CARRIED: Y_____N_____.

[illegible]

Town of New Windsor
555 Union Avenue
New Windsor, NY 12553
(845) 563-4611

RECEIPT
#161-2006

02/28/2006

Hoffman Walker Inc.
2 Corporate Drive
Central Valley, NY 10917

Received \$ 50.00 for Zoning Board Fees, on 02/28/2006. Thank you for stopping
by the Town Clerk's office.

As always, it is our pleasure to serve you.

Deborah Green
Town Clerk

ZBA# 06-06
application fee

Town of New Windsor
555 Union Avenue
New Windsor, NY 12553
(845) 563-4611

RECEIPT
#199-2006

03/14/2006

Filippini,

Received \$ 50.00 for Assessors List, on 11/08/2000. Thank you for stopping by the Town Clerk's office.

As always, it is our pleasure to serve you.

Deborah Green
Town Clerk

TOWN OF NEW WINDSOR
ZONING BOARD OF APPEALS

RECEIPT OF ESCROW RECEIVED:

DATE RECEIVED: 02-21-2006

FOR: **ESCROW 06-06**

FROM:

CHECK FROM:

HOFFMANN-WALKER, INC.
P.O. BOX 304
GOSHEN, NY 10924

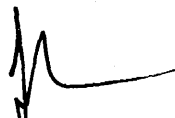
SAME

CHECK NUMBER: **1703**

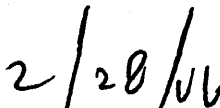
TELEPHONE: **496-5156**

AMOUNT: **300.00**

RECEIVED AT COMPTROLLER'S OFFICE BY:



NAME



DATE

PLEASE RETURN ONE SIGNED COPY TO MYRA FOR FILING

THANK YOU



Town of New Windsor

555 Union Avenue
New Windsor, New York 12553
Telephone: (845) 563-4615
Fax: (845) 563-4689

ZONING BOARD OF APPEALS

February 23, 2006

HOFFMANN-WALKER, INC. (for Craig Filippini)
P.O. Box 304
Goshen, NY 10924

SUBJECT: REQUEST FOR VARIANCE #06-06

ATTENTION: WILLIAM WALKER

Dear Mr. Walker:

This letter is to inform you that you have been placed on the February 27, 2006 agenda for the Zoning Board of Appeals to discuss your request for a variance at:

Filippini
3 Park Road
New Windsor, NY

This meeting starts at 7:30 p.m. and is held in the Town Meeting Room at Town Hall. If you have a problem with this time and/or date, please contact me at the above number and we will reschedule your appearance. If you have any further questions, please feel free to contact me.

Very truly yours,

Myra Mason, Secretary
Zoning Board of Appeals

MLM:mlm

TOWN OF NEW WINDSOR

REQUEST FOR NOTIFICATION LIST

DATE: 02-22-2006 PROJECT NUMBER: ZBA# 06-06 P.B. # _____

APPLICANT NAME: WILLIAM WALKER (FOR CRAIG FILIPPINI)

PERSON TO NOTIFY TO PICK UP LIST:

WILLIAM WALKER
P.O. BOX 304
GOSHEN, NY 10924

TELEPHONE: 294-3487

TAX MAP NUMBER:	SEC. <u>58</u>	BLOCK <u>1</u>	LOT <u>22</u>
	SEC. _____	BLOCK _____	LOT _____
	SEC. _____	B LOCK _____	LOT _____

PROPERTY LOCATION: 3 PARK ROAD
NEW WINDSOR, NY

THIS LIST IS BEING REQUESTED BY:

NEW WINDSOR PLANNING BOARD: _____

SITE PLAN OR SUBDIVISION: (ABUTTING AND ACROSS ANY STREET) _____

SPECIAL PERMIT ONLY: (ANYONE WITHIN 500 FEET) _____

AGRICULTURAL DISTRICT:
 (ANYONE WITHIN THE AG DISTRICT WHICH IS WITHIN 500'
 OF SITE PLAN OR SUBDIVISION PROJECT) _____

❖ ❖

NEW WINDSOR ZONING BOARD XXX

LIST WILL CONSIST OF ALL PROPERTY WITHIN 500 FEET OF PROJECT XXX

❖ ❖

AMOUNT OF DEPOSIT: 25.00 CHECK NUMBER: 1704

TOTAL CHARGES: _____



**TOWN OF NEW WINDSOR
ZONING BOARD OF APPEALS**



APPLICATION FOR VARIANCE

1/25/06
Date

Application Type: Use Variance ☐ Area Variance ☒
Sign Variance ☐ Interpretation ☐

I. Owner Information:

Phone Number: (845) 496-5156
Fax Number: ()
CRAIG R. FILIPPONE + BROCK FILIPPONE
(Name)
3 PARK ROAD,
(Address)

II. Applicant:

Phone Number: (845) 294-3487
Fax Number: (845) 291-7072
HOFFMAN-WALKER (BILL WALKER)
(Name)
PO BOX 304, GOSHEN, NY 10924
(Address)

III. Forwarding Address, if any, for return of escrow:

Phone Number: (845) 294-3487
Fax Number: (845) 291-7072
HOFFMAN-WALKER
(Name)
PO BOX 304, GOSHEN, NY 10924
(Address)

IV. Contractor/Engineer/Architect/Surveyor/:

Phone Number ()
Fax Number: ()
REED DE KAY
(Name)
4 DYER LANE, CORWATON, NY 12518
(Address)

V. Property Information:

Zone: R-4 Property Address in Question: 3 PARK ROAD
Lot Size: _____ Tax Map Number: Section 58 Block 1 Lot 22
a. What other zones lie within 500 feet? NONE
b. Is pending sale or lease subject to ZBA approval of this Application? NO
c. When was property purchased by present owner? 2003
d. Has property been subdivided previously? NO If so, When: _____
e. Has an Order to Remedy Violation been issued against the property by the
Building/Zoning/Fire Inspector? NO
f. Is there any outside storage at the property now or is any proposed? NO

****PLEASE NOTE:****

**THIS APPLICATION, IF NOT FINALIZED, EXPIRES ONE YEAR FROM THE DATE OF
SUBMITTAL.**

COMPLETE THIS PAGE ☐

**TOWN OF NEW WINDSOR
ZONING BOARD OF APPEALS**

APPLICATION FOR VARIANCE - continued

VI. USE VARIANCE:

Use Variance requested from New Windsor Zoning Local Law,

Section _____, Table of _____ Regs., Col. _____.

Describe proposal:

- VII. The legal standard for a "Use Variance" is unnecessary hardship. Describe why you feel unnecessary hardship will result unless the Use Variance is granted. Also state any efforts you have made to alleviate the hardship other than this application.

PLEASE NOTE:

THIS APPLICATION, IF NOT FINALIZED, EXPIRES ONE YEAR FROM THE DATE OF SUBMITTAL.

**TOWN OF NEW WINDSOR
ZONING BOARD OF APPEALS**

APPLICATION FOR VARIANCE - continued

VIII. AREA VARIANCE: (This information will be on your Building Department Denial form you receive)

Area Variance requested from New Windsor Zoning Local Law,

	<u>Requirements</u>	<u>Proposed or Available</u>	<u>Variance Request</u>
Min. Lot Area			
Min. Lot Width			
Reqd. Front Yd.			
Reqd. Side Yd.			
Reqd. Rear Yd.	50'	48'	2'
Reqd. St Front*			
Max. Bldg. Hgt.			
Min. Floor Area*			
Dev. Coverage*			
Floor Area Ration**			
Parking Area			

*Residential Districts Only

**Non-Residential Districts Only

PLEASE NOTE:

THIS APPLICATION, IF NOT FINALIZED, EXPIRES ONE YEAR FROM THE DATE OF SUBMITTAL.

COMPLETE THIS PAGE ☐

**TOWN OF NEW WINDSOR
ZONING BOARD OF APPEALS**

APPLICATION FOR VARIANCE - continued

- IX. In making its determination, the ZBA shall take into consideration, among other aspects, the benefit to the applicant if the variance is granted as weighed against the detriment to the health, safety and welfare of the neighborhood or community by such grant. Also, whether an undesirable change will be produced in the character of the neighborhood or a detriment to nearby properties will be created by the granting of the area variance; (2) whether the benefit sought by the applicant can be achieved by some other method feasible for the applicant to pursue other than an area variance; (3) whether the requested area variance is substantial; (4) whether the proposed variance will have an adverse effect or impact on the physical or environmental conditions in the neighborhood or district; and (5) whether the alleged difficulty was self-created.

After reading the above paragraph, please describe why you believe the ZBA should grant your application for an Area Variance:

AS SEEN IN THE PHOTOGRAPHS, THE DECK
DOES NOT SUBSTANTIALLY IMPACT THE NEIGHBORING PROPERTIES. THE
RESIDENCE IS CURRENTLY UNDER RENOVATION AND WILL IMPROVE THE
CHARACTER OF THE AREA. THE DECK ENHANCES THE PROPERTY AND
THUSFORE, BEING THAT IT DOES NOT ADVERSELY AFFECT THE
NEIGHBORING PROPERTIES, ENHANCES THE WHOLE NEIGHBORHOOD. WE FEEL
THAT THE VARIANCE REQUESTED IS OF MINIMAL IMPACT AND LEAVES
4.8' TO THE REAR PROPERTY LINE, ALLOWING THE NEIGHBOR
ESSENTIALLY THE SAME AMOUNT OF PRIVACY.

PLEASE NOTE:

THIS APPLICATION, IF NOT FINALIZED, EXPIRES ONE YEAR FROM THE DATE OF SUBMITTAL.

**OWN OF NEW WINDSOR
ZONING BOARD OF APPEALS**

APPLICATION FOR VARIANCE - continued

X. SIGN VARIANCE:

- (a) Variance requested from New Windsor Zoning Local Law,
Section _____, Supplementary Sign Regulations

	<u>Requirements</u>	<u>Proposed or Available</u>	<u>Variance Request</u>
Sign #1			
Sign #2			
Sign #3			
Sign #4			

- (b) Describe in detail the sign(s) for which you seek a variance, and set forth your reasons for requiring extra or oversized signs.

- (c) What is total area in square feet of all signs on premises including signs on windows, face of building and freestanding signs _____?

XI. INTERPRETATION:

- (a) Interpretation requested of New Windsor Zoning Local Law,
Section _____

- (b) Describe in detail the proposal before the Board:

PLEASE NOTE:

THIS APPLICATION, IF NOT FINALIZED, EXPIRES ONE YEAR FROM THE DATE OF SUBMITTAL.

XII. ADDITIONAL COMMENTS:

- (a) Describe any conditions or safeguards you offer to ensure that the quality of the zone and neighboring zones is maintained or upgraded and that the intent and spirit of the New Windsor Zoning Local Law is fostered. (Trees, landscaped, curbs, lighting, paving, fencing, screening, sign limitations, utilities, drainage.)
- _____
- _____

XIII. ATTACHMENTS REQUIRED:

- ☐ Copy of contract of sale, lease or franchise agreement. Copy of deed and title policy.
- ☐ Copy of site plan or survey (if available) showing the size and location of the lot, buildings, facilities, utilities, access drives, parking areas, trees, landscaping, fencing, screening, signs, curbs, paving and streets within 200 ft. of the lot in question.
- ☐ Copies of signs with dimensions and location.
- ☐ Three checks: (each payable to the TOWN OF NEW WINDSOR)
- ☒ One in the amount of \$ 300.00 or 500.00 (escrow)
- ☒ One in the amount of \$ 50.00 or 150.00 (application fee)
- ☒ One in the amount of \$ 25.00 (Public Hearing List Deposit)
- ☒ Photographs of area that variances is being requested for showing relationship to property lines (5 or 6) from several angles. (IF SUBMITTING DIGITAL PHOTOS PRINTED FROM COMPUTER – PLEASE SUBMIT FOUR (4) SETS OF THE PHOTOS.)

XIV. AFFIDAVIT.

STATE OF NEW YORK)

) SS.:

COUNTY OF ORANGE)

The undersigned applicant, being duly sworn, deposes and states that the information, statements and representations contained in this application are true and accurate to the best of his/her knowledge or to the best of his/her information and belief. The applicant further understands and agrees that the Zoning Board of Appeals may take action to rescind any variance granted if the conditions or situation presented herein are materially changed.

Sworn to before me this:

27 day of January 2006.

[Signature]
Signature and Stamp of Notary

Craig R. Filippini Brooke Filippini
Owner's Signature (Notarized)

Craig R. Filippini Brooke Filippini
Owner's Name (Please Print)

[Signature]
Applicant's Signature (If not Owner)

PLEASE NOTE:

THIS APPLICATION, IF NOT FINALIZED, EXPIRES ONE YEAR FROM THE DATE OF SUBMITTAL.

COMPLETE THIS PAGE ☐

for submittal to the:
TOWN OF NEW WINDSOR ZONING BOARD OF APPEALS

COMPLETE THIS PAGE ☐



TOWN OF NEW WINDSOR

555 UNION AVENUE
NEW WINDSOR, NY 12553
(845) 563-4615 (MYRA MASON)



ZONING BOARD PROCEDURES

PLEASE READ AND COMPLETE THE ATTACHED APPLICATION FORMS WHERE IT APPLIES TO YOUR SITUATION (LOOK FOR HIGHLIGHT IN BOX IN LOWER RIGHT CORNER OF EACH PAGE) AND RETURN TO MYRA MASON (845-563-4615) AT THE ZONING BOARD OFFICE (LOCATED IN THE PLANNING BOARD & ENGINEERING OFFICE IN TOWN HALL) WITH THREE CHECKS MADE PAYABLE TO "THE TOWN OF NEW WINDSOR" AS FOLLOWS:

RESIDENTIAL: (Three Separate Checks Please)

APPLICATION FEE:	\$ 50.00
*ESCROW:	\$300.00
** <u>DEPOSIT</u> FOR PUBLIC HEARING LIST:	\$ 25.00

MULTI-FAMILY: (Three Separate Checks Please)

APPLICATION FEE:	\$150.00
*ESCROW:	\$500.00
** <u>DEPOSIT</u> FOR PUBLIC HEARING LIST:	\$ 25.00

COMMERCIAL: (Three Separate Checks Please)

APPLICATION FEE:	\$150.00
*ESCROW:	\$500.00
** <u>DEPOSIT</u> FOR PUBLIC HEARING LIST:	\$ 25.00

INTERPRETATION: (Three Separate Checks Please)

APPLICATION FEE:	\$150.00
*ESCROW:	\$500.00
** <u>DEPOSIT</u> FOR PUBLIC HEARING LIST:	\$ 25.00

UPON RECEIPT OF ALL APPLICABLE PAPERWORK AND CHECKS, YOU WILL BE SCHEDULED FOR THE NEXT AVAILABLE AGENDA FOR YOUR "PRELIMINARY MEETING". YOU DO NOT NEED YOUR PUBLIC HEARING LIST OR ENVELOPES FOR THIS FIRST MEETING.

*

ESCROW

IS TO COVER OUTSIDE PROFESSIONAL FEES SUCH AS ZBA ATTORNEY FEE, MINUTES OF YOUR PORTION OF THE MEETING, LEGAL ADS, ETC. THE BALANCE WILL BE RETURNED TO YOU UPON CLOSING FILE.

**

LIST OF PROPERTY OWNERS
WITHIN 500 FT. RADIUS OF
PROPERTY IN QUESTION:

APPROXIMATE COST FOR
PUBLIC HEARING LIST:

1-10 NAMES	25.00
11-20 NAMES	35.00
21-30 NAMES	45.00
31-40 NAMES	55.00
41-50 NAMES	65.00
51-60 NAMES	75.00
61-70 NAMES	85.00
71-80 NAMES	95.00
81-90 NAMES	105.00
91-100 NAMES	115.00

ANYTHING OVER 100 NAMES
IS \$1.00 EA. ADDITIONAL
NAME

PUBLIC HEARING LIST OF PROPERTY OWNERS

1. UPON RECEIPT OF ALL APPLICABLE CHECKS AND PAPERWORK, YOUR APPLICATION WILL BE PROCESSED AND YOUR \$25.00 DEPOSIT WILL BE SENT TO THE ASSESSOR'S OFFICE TO ORDER YOUR LIST OF PROPERTY OWNERS WITHIN 500 FEET. **(NOTE: YOU DO NOT NEED THIS LIST OR THE ENVELOPES FOR YOUR FIRST (PRELIMINARY) MEETING. Please do not call the Assessor's Office looking for your list – they will contact you when it is ready or if necessary, call Myra at 845-563-4615.)**
2. WHEN THE ASSESSOR'S OFFICE NOTIFIES YOU THAT YOUR PUBLIC HEARING LIST IS READY, YOU MUST COME IN AND PAY THE BALANCE DUE FOR THE LIST. (THE LIST WILL BE PREPARED ON LABELS FOR YOUR CONVENIENCE).
3. PREPARE AN ENVELOPE (self-sealing envelopes are much appreciated) FOR EACH LABEL WITH YOUR RETURN ADDRESS AND A REGULAR \$.39 STAMP. **BRING THE PREPARED ENVELOPES AND A COPY OF THE LIST TO THE ZONING BOARD SECRETARY FOR MAILING.** YOUR PUBLIC HEARING DATE WILL BE SCHEDULED AT THIS TIME.

NOTE:

IF IT IS EASIER FOR YOU, YOU CAN BRING THE ENVELOPES WITH YOU WHEN YOU PICK UP AND PAY FOR YOUR LIST. YOU CAN PUT THE LABELS ON AT THAT TIME AND BRING THEM TO THE ZBA OFFICE FOR COMPLETION.

NOTE:

THE ZBA MEETS ON THE 2ND AND 4TH MONDAY OF EACH MONTH UNLESS A HOLIDAY FALLS ON THAT DATE.